

KITTERY TOWN CODE APPENDIX A – FEE SCHEDULES *(Approved 021411tbd)*

Purpose: Fees established for permitting, licensing, services, application, appeal, or the like, ordained in any title of the Town Code, are to be set in a corresponding fee schedule authorized by resolution of the Town Council and appended as required by Section 1.3.4 of Title 1 of the Town Code. This appendix fulfills that requirement.

Authority: The Town Council enacts revisions to these schedules, in exercise of powers and functions which the Legislature has conferred upon it, which are not denied either expressly or by clear implication, and in exercise of powers and functions granted to the municipality by the Constitution of Maine, general law or charter. The Council is authorized to enact ordinances, as specified in Section 2.07 (3) of the Town Charter and 30-A M.R.S. §3001, pursuant to its powers that authorize the town, under certain circumstances, to provide for public health, welfare and safety.

Applicant Service Accounts (ASA): Pursuant to Town Code Title 3, Chapter 3.3, applicants requesting appeals, approvals, licenses, or permits, which involve services as listed therein, are required to establish an ASA when the expense threshold is greater than \$250.00 with the Town Treasurer used to pay other direct costs necessary to complete the application process, not including application fees as shown in this Appendix.

Schedules:**SCHEDULE 4. BOARD OF ASSESSMENT REVIEW APPEAL**

Board of Assessment Appeal Review Fee	\$100.00
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SCHEDULE 5. BUSINESS LICENSES**Chapter 5.1 AMUSEMENT DEVICES**

1. One to three machines	\$50.00
2. Four or more machines (per machine above the first three)	\$50.00

Chapter 5.2 SPECIAL AMUSEMENT PERMITS

Special amusement permits	\$20.00
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Chapter 5.3 FOOD SERVICE ESTABLISHMENTS

1. Victualers, innkeepers and lodging house initial fee	\$50.00.
2. Renewal fee	\$25.00

Chapter 5.5 MASSAGE ESTABLISHMENTS

1. Therapeutic massage establishment	\$50.00
2. Therapeutic massager	\$10.00

Chapter 5.6 MOBILE FOOD-VENDING UNITS

Lunch wagon, mobile unit, or roving diner	\$50.00
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Chapter 5.8 TAXICABS

1. Taxicab business license	\$100.00
2. Taxicab vehicle license	\$10.00
3. Taxicab operator license	\$10.00

G. Closing out of business sales	\$100.00
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SCHEDULE 8. HEALTH and SAFETY

Chapter 8.1 SOLID WASTE COLLECTION and DISPOSAL

Article II. Requirements

Resource Recovery Facility Disposal Fee Schedule

8.2.2.1 Resource Recovery

As shown in Attachment 1

Article III. Deposit Permit

Replacement sticker permit	\$10.00 except
there will be no charge if the applicant submits sufficient	
remnants of the old sticker, or proof that the loss was not	
due to the applicant's negligence.	

Article IV. Commercial Disposal Service

Hauler license fee

Class	Description	Fee
A.	Any size, any materials, tipping outside, and with no cost to, the town.	\$200.00
B.	Household waste and recyclables, Large, tipping at the collection facility. For haulers providing service to more than 25 residents or businesses.	\$100.00
C.	Household waste and recyclables, Small, tipping at the collection facility. For haulers providing service to 25 or fewer residents or businesses.	\$50.00
D.	Landfill, reuse, and recoverable materials. For haulers providing service to residents or businesses delivering to the recovery facility, and paying user fees.	\$50.00
E.	Solid waste facility combination, Large For haulers providing all disposal services to more than 25 residents or businesses.	\$125.00
F.	Solid waste facility combination, Small For haulers providing all disposal services to 25 or fewer residents or businesses.	\$75.00
G.	Business-generated bulk salable paper goods. For baling facility direct drop, any size.	Free

SCHEDULE 10. VEHICLES and TRAFFIC

Chapter 10.3 STOPPING, STANDING and PARKING

10.3.11 Towing.

Between seven a.m. and five p.m., Monday through Friday	\$85.00
All other times	\$100.00
Additional charge if "dolly" has to be used	\$15.00
Maximum charge for any dry run where a vehicle is not towed	\$40.00
Motorcycle, extra charge	\$15.00
First 24 hours of storage (unless towed due to snow removal)	\$0.00
Charge if vehicle has to be unlocked	\$0.00
Charge if transmission has to be unlocked from underneath the vehicle	\$0.00
Additional charge for any unusual circumstances	\$15.00

SCHEDULE 12. STREETS, SIDEWALKS and PUBLIC PLACES

Chapter 12.1 EXCAVATIONS,

Excavation Permit Fees (per square yard)

Surface Condition	First 25 square yards	Over 25 square yards
Asphalt pavement	\$10.00	\$8.00
Portland concrete	\$12.00	\$10.00
Gravel	\$1.00	\$0.80
Lawn grass	\$3.00	\$2.75
Field grass slopes	\$1.00	\$0.80
Unimproved areas	\$0.50	\$0.35

Chapter 12.6 SHELLFISH, Shellfish License Fees

Resident recreational	\$15.00
Residents 70 and over (limited to 15 licenses)	Free
Nonresident recreational	\$30.00

SCHEDULE 13. PUBLIC SERVICES

Chapter 13.1 SEWER SERVICE SYSTEM

Article I. In General

Rates and charges: Quarterly Usage

1. First 1,000 cubic feet or fraction thereof	\$75.00
2. Per one hundred cubic feet in excess of 1,500 feet	\$5.00

Article III. Building Sewers and Connections

Building sewer permit fees:

1. Residential or commercial	\$15.00
2. Industrial	\$15.00

Article IV. Main Extensions

Special sewer entrance permit fee	\$2,500.00
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Article V. Private Sewage Disposal

Private sewage disposal system permit and inspection fee	\$10.00
Private sewage treatment facility after-hours labor charge (three-hour minimum labor charge)	\$25.00 per hour
Septic tank contents discharge rate	\$0.10 per gallon
Holding tank contents discharge rate	\$0.015 per gallon

SCHEDULE 14. APPEALS

Chapter 14.4 MUNICIPAL ACTION DECISION APPEAL/REQUEST

14.4.14 Fees.

Board of Appeals Application Fees

Administrative Decision Appeal Request	\$50.00
Variance Request	\$100.00
Miscellaneous Variation Request	\$100.00
Special Exception Use Request	\$150.00

SCHEDULE 15. BUILDINGS and CONSTRUCTION

Chapter 15.2 PLUMBING and SEPTIC SYSTEM PERMIT FEES

15.2.2 Plumbing Permit Fees.

Administrative fee for all permits	\$25.00 plus
Minimum fixture fee	\$24.00
Fixture fee	\$6.00 per fixture
Re-inspection fee	\$20.00
New water distribution and/or drainage pipes installation or relocation, but no fixtures installed	\$24.00
Hook-up fee for connection of a mobile home which bears the Housing and Urban Development (HUD) seal or a modular home which bears the Manufactured Housing Board seal to a building sewer	\$24.00
Hook-up fee for connection to a public sewer when piping is installed beyond the jurisdiction of the sanitary district	\$24.00
Permit transfer fee	\$6.00

Subsurface wastewater disposal system fees:

State Surcharge	\$15.00
Complete systems:	
Administrative fee for all permits	\$50.00 plus
Engineered system	\$200.00
Non-engineered system	\$100.00
Primitive system (includes one alternative toilet)	\$100.00
Separate laundry disposal field	\$35.00
Seasonal conversion permit	\$50.00
Variance	\$20.00

System components (installed separately):

Alternative toilet (only)	\$50.00
Disposal field (engineered system)	\$150.00
Disposal field (non-engineered system)	\$75.00
Treatment tank (non-engineered system)	\$50.00
Treatment tank (engineered system)	\$80.00

Holding tank	\$100.00
Septic System	\$30.00
Variance	\$20.00

Chapter 15.3 FLOODPLAIN MANAGEMENT

15.3.6 Application Fee and Expert's Fee.

Flood hazard development permit application fee	\$1.00 per \$1,000.00 valuation of the development
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SCHEDULE 16. LAND USE AND DEVELOPMENT FEES

Chapter 16.5 BUILDING/REGULATED ACTIVITY PERMITS

16.5.3 Application.

16.5.3.3 Fee.

Building/Regulated Activity Fees

Per application	\$25.00 plus \$12/\$1,000
Commercial/industrial and larger than two-family dwellings	\$100.00 plus \$15/\$1,000
Re-inspection for a failed inspection	\$50.00
Structure demolition	\$20.00
Stop work order removal	\$125.00
Building permit amendments (Value of Change)*	\$12 or \$15.00/\$1,000
After the fact Building Permits	Double Fee

For maintenance activities to existing residential property including, but not limited to, repairs to roof, siding, painting, chimney etc., the town will waive the \$12/\$1,000 fee up to the first \$10,000 of the cost of the project. An application is required to be filed for work under the waiver at the \$25 application fee.

*Note: does not apply on maintenance projects and /or permits remaining under an initial \$10,000 value of work.

EXAMPLE: Building/regulated activity permit fee for a new \$148,000 house:

Base application fee \$25.00 plus $(\$148,000/\$1,000) \times \$12 = \$1,776.00$
 Total building/regulated activity permit fee \$ 1,801.00

Maintenance Permit Example #1: Roofing repairs = \$15,000.

Application fee = \$25.00 plus $(\$15,000 - \$10,000) \$5,000 \text{ cost or } 5 \times 12 = \60 for a total cost of \$85.00.

Maintenance Permit Example #2: Chimney repairs = \$10,750.

Application fee = \$25.00 only and fee is pro-rated on \$750 (\$9.00) for a total of \$34.00 (fee is pro-rated on any \$1,000 over the waiver amount).

Note 1: The value of work is based on the fair market value of the improvements as determined by the Code Enforcement Officer. Any work costing over a \$10,000 is pro-rated to the even \$100 of cost for permitting purposes.

Note 2: Building/regulated activity permit fees do not include fees for the following:

- Internal plumbing inspection (per fixture fee)

- External plumbing inspection (per septic system fee)
- Town electrical inspection (\$25.00 per inspection)
- State electrical inspection (per fixture fee)
- Sewer impact fees (\$2,000 per unit)
- Public safety impact fee
- Development exaction fee

16.5.8 Plumbing and Septic System Permit Fees.

16.5.8.2 Plumbing Permit Fees.

Administrative fee for all permits	\$25.00 plus
Minimum fixture fee	\$24.00
Fixture fee	\$6.00 per fixture
Re-inspection fee	\$20.00
New water distribution and/or drainage pipes installation or relocation, but no fixtures installed	\$24.00
Hook-up fee for connection of a mobile home which bears the Housing and Urban Development (HUD) seal or a modular home which bears the Manufactured Housing Board seal to a building sewer	\$24.00
Hook-up fee for connection to a public sewer when piping is installed beyond the jurisdiction of the sanitary district	\$24.00
Permit transfer fee	\$6.00

16.5.8.3 Subsurface Wastewater Disposal System Fees.

State Surcharge	\$15.00
Complete systems:	
Administrative fee for all permits	\$50.00 plus
Engineered system	\$200.00
Non-engineered system	\$250.00
Primitive system (includes one alternative toilet)	\$100.00
Separate grey waste disposal field	\$35.00
Seasonal conversion permit	\$50.00
First time System Variance	\$20.00

System components (installed separately):

Alternative toilet (only)	\$50.00
Disposal field (engineered system)	\$150.00
Disposal field (non-engineered system only)	\$150.00
Treatment tank (non-engineered system)	\$150.00
Treatment tank (engineered system)	\$80.00
Holding tank	\$100.00
Other Components (Complete pump station, piping, other)	\$30.00

Chapter 16.6 DECISION APPEAL, VARIANCE and OTHER REQUESTS

16.6.5 Board of Appeals Appeal/Request Filing Procedures.

16.6.5.13 Fees.

Board of Appeals Application Fees

Administrative Decision Appeal Request	\$50.00
Variance Request	\$100.00
Miscellaneous Variation Request	\$100.00
Special Exception Use Request	\$150.00

Chapter 16.8 DESIGN and PERFORMANCE STANDARDS – BUILT ENVIRONMENT

Article X. Signs

16.8.10.11 Sign Permit Application Procedures.

Sign permit fee per sign	\$100.00
Replacement decals	\$25.00
Temporary Sign	\$25.00
Annual permit fee, signboards and/or products, Kittery Foreside	\$25.00 for the full year or portion thereof

Article XIX. Sprinkler Systems

16.8.19.4 Fees and Fines.

Sprinkler system permit fee	\$100.00
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Chapter 16.9 DESIGN and PERFORMANCE STANDARDS - NATURAL ENVIRONMENT

Article III. Conservation of Wetlands Including Vernal Pools

16.9.3.6 Procedures for the Wetlands Alteration Application.

For altered or filled wetland area	\$4.00 per square foot
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Article VI. Overboard Discharge Systems

16.9.6.3.1 Application for Permit—Fee.

Application fee	\$100.00
Issuance fee	\$50.00

Article VIII. Floodplain Management

16.9.8.6 Application Fee and Expert's Fee.

Flood hazard development permit application fee valuation of the development	\$1.00 per \$1,000.00
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16.10.5.1.7 Submission Contents Complete.

Planning Board Application Fees

SUBDIVISION PLANS:

Subdivision Sketch Plan Review	\$200.00
Subdivision Plan Review	\$500.00 plus \$50.00/lot or dwelling unit
Modification to an approved subdivision plan	\$300.00 Flat Fee

SITE PLANS:

Site Sketch Plan Review	\$200.00
Site Plan Review	\$300.00 plus

ENCL 3 - TITLE 15-16 - APP A - ORC - 09/08/11

The greater of: \$50.00/use or unit; \$5.00/100 sq. ft. of gross floor area; \$0.50/linear foot of dock, slip and float; or \$20.00/unit intended to provide overnight sleeping accommodations

Major Modification to an approved site plan	\$300.00 plus
The greater of: \$50.00/additional use or unit; \$5.00/additional 100 sq. ft. of gross floor area; \$0.50/linear foot of additional dock, slip and float; or \$20.00/additional unit intended to provide overnight sleeping accommodations	

Minor modification to an approved site plan	\$100.00
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ANY PLAN LOCATED IN THE SHORELAND OVERLAY ZONE:

Shoreland Overlay Zone Plan Review	\$200.00
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OTHER APPLICATIONS:

Private right-of-way plan review	\$300.00
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New commercial or business use change	\$100.00
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Wireless communication services facility plan review	\$1,500.00
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Wireless communication services facility co-location plan review	\$1,000.00
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Accessory dwelling unit plan review	\$100.00
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Zone or Code text change	\$300.00
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Note 1: Where an application fits more than one category, the higher application fee applies.

Note 2: For the purposes of this fee schedule, the term "gross floor area" means the total area of a building measured by taking the outside dimensions of the building(s) at each floor level intended for occupancy or storage. "Docks" are measured beginning from the mean low-water mark.

Impact Fees included herein for reference only

Chapter 13.2 SEWER IMPACT FEE

13.2.1 Sewer Impact Fee.

13.2.1.6 Fee Determination and Appeal

A. The sewer impact fee due and payable by the property owner is to be calculated and determined by the enforcing officer. If the property owner is aggrieved by the determination of the enforcing officer, a written appeal may be filed with the Town Manager within ten (10) days from the date of notification of such determination by the enforcing officer. The written appeal must set forth a concise statement of the grounds upon which the property owner contends that the determination by the enforcing officer is in error.

Chapter 13.3 PUBLIC SAFETY IMPACT FEE

13.3.1 Authority.

13.3.3.1 Determination of Impact Fee.

The amount of the fee provided herein, is reasonably related to the improvement's share of the cost, where the construction cost, as shown in the application for the building permit exceeds the sum of one hundred thousand dollars (\$100,000).

1. The impact fee assessed is calculated by the CEO at the rate of five dollars (\$5.00) per one thousand dollars (\$1,000) of the cost of improvements in excess of one hundred thousand dollars (\$100,000).

2. The first \$100,000 of the cost of the improvements, as determined herein, is exempted from this impact fee.

3. The following formula is to be used to determine the impact fee: Cost of the improvements less \$100,000 X .005 = Impact Fee.

Chapter 16.7 GENERAL DEVELOPMENT REQUIREMENTS

Article VII. Development Exaction

16.7.7.2 Impact Fees.

Impact fees, and other like development exactions must be required by the Planning Board, when all legal requirements have been fulfilled in accordance with 30-A M.R.S. §4961-A (e.g., Sewer Connection Fees).

ATTACHMENT 1 - RESOURCE RECOVERY FACILITY DISPOSAL FEE SCHEDULE

Item Classification Description	Fee	Unit	Item Classification Description	Fee	Unit
White goods			Oil or latex paints, stains, solvents		
Refrigerator or Freezer	\$ 15.00	Each	Gallon container	\$ 3.00	Each
Air Conditioner	\$ 15.00	Each	Quart container	\$ 1.00	Each
De-Humidifier	\$ 15.00	Each	Less than a quart	\$ 1.00	Each
Stoves & Microwaves	\$ 5.00	Each	Motor oil & antifreeze		
Washers & Dryers	\$ 5.00	Each	One gallon	\$ 1.00	Gal
Dishwashers	\$ 5.00	Each	< one gallon	\$ 1.00	Gal
Hot Water Tanks & Furnaces	\$ 5.00	Each	Waste oil (5 GAL MAXIMUM) / Gallon	\$ 1.00	Gal
Tires			Propane tanks		
Motorcycle, bicycle, others smaller than automobile without rim	\$ 1.00	Each	20# (gas grill size)	\$ 2.00	Each
Motorcycle, bicycle, others smaller than automobile with rim	\$ 1.00	Each	Over 20#	\$ 20.00	Each
Car/Pickup Tires 16½" or less	\$ 3.00	Each	Universal & electronic waste		
Car/Pickup Tires > 17"	\$ 4.00	Each	Monitors	\$ 5.00	Each
Car/Pickup Tires on Rims	\$ 6.00	Each	CPU'S (Desktops & Towers)	\$ 2.00	Each
Construction/Heavy Truck	\$ 25.00	Each	Laptops & Notebooks	\$ 2.00	Each
Heavy Equip/Tractor Tires	\$ 60.00	Each	Copiers, Printers, Scanners & Fax Machines	\$ 5.00	Each
Non-recoverable landfill, Rubbish			Floor Models (of above)	\$ 25.00	Each
Bags/Barrels	\$ 2.00	Each	Keyboard, Mouse (each), Computer Speakers (pair)	\$ 1.00	Each
Bags w/ Household Trash & Recyclables	\$ 10.00	Each	TV - Up to 24"	\$ 10.00	Each
Small Trailer / Pickup (4'x6')	\$ 45.00	Total	TV - 25" & Larger	\$ 15.00	Each
Full Size Trailer / Pickup (5'x6') (5'x8')	\$ 60.00	Total	TV - Consoles & Cabinets	\$ 25.00	Each
Shingles, One Square (3 Bundles, Covers 10x10)	\$ 10.00	Each	CD & DVD Players	\$ 2.00	Each
Wood & barbecue ashes not to exceed 10 gallons	\$ 2.00	Total	VCR's & Tape Decks	\$ 2.00	Each
Non-recoverable landfill, Furnishings			Amplifiers & Pre-Amps	\$ 2.00	Each
Mattress or Box Spring	\$ 10.00	Each	Receivers & Tuners	\$ 2.00	Each
Sofa	\$ 10.00	Each	TV Tuners & Cable Boxes	\$ 2.00	Each
Sleeper/Sectional	\$ 15.00	Each	Corded & Cordless Phones	\$ 2.00	Each
Stuffed Chair	\$ 5.00	Each	Satellite Receivers & Dishes	\$ 2.00	Each
Recliner	\$ 10.00	Each	Cabinet Speakers	\$ 2.00	Each
Wooden Chair	\$ 0.50	Each	Turntables & Combo Units	\$ 2.00	Each
Bureau	\$ 5.00	Each	Boom Boxes/Portable Radios	\$ 2.00	Each
Table	\$ 5.00	Each	Other not listed	\$ 2.00	Each
Headboard/Footboard	\$ 1.00	Each	Fluorescent lamps		
Carpet (4x6)	\$ 5.00	Each	< 4' straight lamps	\$ 1.00	Each
Carpet (6x8)	\$ 8.00	Each	4' straight lamps	\$ 1.00	Each
Carpet (8x10)	\$ 10.00	Each	8' straight lamps	\$ 1.00	Each
Recoverable materials			U-tubes, compact, circlines	\$ 1.00	Each
Brush/Branches/clean wood to be chipped/burned	\$ 10.00	CY	HHD, HPS, LPS, Merc Vapor	\$ 1.50	Each
Less than 1/2 cubic yard, min. charge	\$ 5.00	Total	Metal Halide	\$ 1.50	Each
1/2 cubic yards - 3 cubic yards	\$ 10.00	Total	Broken lamps	\$ 2.00	Each
3+ Cubic yards - 6 cubic yards	\$ 10.00	Total	Shatter shield cover guard	\$ 1.50	Each
Mixture of Ferrous metals: Aluminum, Steel, Stainless; Non- Ferrous Metals: Copper, Brass and/or Gravel/Bricks/Blocks free of rubbish			Lamp ballasts (Removed)		
Batteries			PCB ballast	\$ 3.00	Each
Nickel	\$ 1.00	Each	Non-PCB ballast	\$ 1.00	Each
Lead Acid	\$ 1.00	Each			
Lithium	\$ 1.00	Each			
Motor vehicle batteries	\$ 1.00	Each			
Organic compost material free of other waste & emptied by user.....FREE					